



Idaho
Emergency
Communications
Commission

IDAHO EMERGENCY COMMUNICATIONS COMMISSION
4040 W. Guard St.
BOISE, ID 83705

OFFICIAL MINUTES

A meeting of the Idaho Emergency Communications Commission (ECC) was held on October 5, 2007 in the Joe R. Williams Building, Boise, Idaho. Chairman Nancolas called the meeting to order at 1:00 p.m.

Members Present: (alphabetically)

- Garret Nancolas, Mayor, City of Caldwell, Commission Chairman
- Teresa Baker, Ada County Prosecutor's Office
- Clint Berry, Qwest, Boise
- Ann Cronin, Special Assistant, Idaho State Police, Commission Secretary
- Dia Gainor, Chief, Idaho Bureau of Emergency Medical Services
- Joanna Guilfooy, Deputy Attorney General and Ex-Officio Member
- Troy Hagen, Ada County Paramedics
- R. David Moore, Blackfoot Police Chief, Commission Treasurer
- Rich Wills, State Representative, Commission Vice-Chairman
- Jim Lemm, J & R Electronics, INC., Coeur d'Alene (by teleconference)

Members Absent:

- Bill Bishop, Director, Homeland Security
- Matt Beebe, Canyon County Commissioner

- Kevin Quick, Chief, Pocatello Fire Department
- Chris Smith, Canyon County Sheriff
- Mitchell Toryanski, Lead Deputy Attorney General and Ex-Officio Member

Others Present:

- Dodie Collier, SIEC
- Kevin Cox, Bonneville County E-911 Systems Manager
- Lorraine Elfering, Canyon County Sheriff's Office
- Nancy Gollaher, Idaho Military Division
- Matt Howarth, Motorola
- Cynthia Krapff, Idaho Military Division
- Lynda Lyons, Ada County Sheriff's Office
- Scot Maring, Department of Administration
- Jeff Shinn, OPE
- Pam Smith, Whitcom, Pullman, WA

Acknowledgements

Chairman Nancolas welcomed everybody and noted that a quorum was present.

Approval of Agenda

MOTION: Commissioner Cronin moved and Commissioner Moore seconded that the Commission approve the agenda for the 5 October 2007 Idaho Emergency Communications Commission meeting as distributed. The motion passed.

Approval of Minutes

MOTION: Commissioner Hagen moved and Commissioner Baker seconded that the Commission approve the minutes of the September 6, 2007 Idaho Emergency Communications Commission meeting. The motion passed.

Financial Reports

Commissioner Moore reported the following: As of through the end of September, \$110,622.00 was spent. Currently in the bank is \$217,423.00. Revenue collected from the Counties totaled, \$153,481.00. A "per item" spending list from Nancy Gallaher was attached and the financial report was submitted to the group.

MOTION: Commissioner Wills moved and Commissioner Gainor seconded that the financial statement be approved. The Motion passed.

SIEC Update

Dodie Collier, Project Manager for the Statewide Interoperability Executive Council (SIEC), reported on last month's activities. She introduced Lt Bart Hamilton from the Ada County Sheriff's office, who is also the chairman of the 700MHz Regional Planning Committee. He will address questions and give a briefing on the FCC report and order issue.

The SIEC met in Pocatello on Sept 27th. A presentation was made from the Upper Snake River Emergency Communications Association (Bonneville, Madison, Jefferson County). There was also a presentation from SIRCOMM. John Moore who is the chief technology officer provided information on their project.

The request for proposal for the needs assessment: CTA Communications out of Lynchburg, Virginia is the company that rated the highest after scoring and review. The State of Idaho Division of Purchasing sent a letter of intent to CTA. This contract will be for approximately \$1,600,000.00, and will be a year long, state wide assessment.

The PSIC grant: The state was awarded approximately \$7.3 million dollars of Federal money. Matching money was set aside during the last legislative session. A calculation will take place, assumable through the Bureau of Homeland Security and the Military Division. The SIEC will look at the distribution scenarios at their next meeting. The next SIEC meeting will take place October 25th, in Coeur d'Alene at the Kootenai County Admin Building.

Commissioner Moore had a question on the 700 system - He asked if there is a standard with the 700MHz spectrum system. He stated that during a Southeast Idaho Chief's Association meeting, the question came up. There was a grant given by the Department of Justice for 4.5 million dollars to install a 700MHz system to that part of the State. The discussion was that the different 700 systems won't talk to each other without a patch. Dodie asked if anyone in the audience might be able to answer that question. Matt Howarth of Motorola attempted to give some info on the subject. Commissioner Moore was under the impression that there would be a guideline of some kind that would make the system trunk together to be able to use the same switches state wide.

Commissioner Gainor stated that she listened to the representative from the Upper Snake River Emergency Communications Association. He made a clear statement that their RFP will be vendor agnostic and that the SIEC should be aware of the fact that the Association's technical decision making will be based on their desire to serve their citizens and their response agency personnel first as individual jurisdictions; their immediate neighboring jurisdictions second, and the State third. This was a near quote from Chief Deputy Kauffman of Madison County.

Chairman Nancolas made the comment that if the SIEC and the ECC have been informed to work together to deal with enhanced 911 capabilities and on being able to communicate state wide and

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provide emergency services state wide; it doesn't make sense that we would spend money on a system that wouldn't communicate with other systems that are already there. He asked if there were any rules as far as the grants are concerned. Collier stated that it is the COPS program that provided the grants money for this 700MHz system Commissioner Moore is speaking of, and that the SIEC didn't have an opportunity to see it. She stated that the SIEC can strongly recommend how the money must be spent. She stated that she would bring these concerns back to the SIEC Council.

Commissioner Baker also stated that she attended two conferences for the COPS grants that the City of Boise and Ada County got. She stated that the COPS people encourage collaboration and agreements between everyone and would be very interested in knowing if the 700 system wasn't going to be interoperable with the rest of the State. That is one of the highest considerations they place when giving out the money.

Commissioner Wills suggested that the Commission send a strong message to the SIEC stating the total support of trying to find an integrated system which was agreed several years ago, and that it would be a 700MHz system.

Chairman Nancolas agreed with Commissioner Wills and requested that someone in the Military Division work with Eddie Goldsmith in drafting a letter stating these strong feelings from the ECC. This letter will be signed by Chairman Nancolas. It was also recommended that a copy be sent to Col Shawver.

MOTION: Commissioner Wills moved and Commissioner Cronin seconded that this letter be drafted stating the high priority for an integrated system when purchasing their equipment and authorizing the Chairman to sign. The motion passed.

Commissioner Gainor further stated some interesting information that was received from a presentation from the Chief Technology Officer from SIRCOMM. He advised that SIRCOMM, in addition to the 4 counties they already serve, are providing 911 and dispatching services to Camas County from midnight to 8 A.M. daily; and that it is anticipated that time span may expand. The coverage area may eventually expand to the entirety of Southern Idaho.

Lt Hamilton from the 700MHz Regional Planning Committee gave an abbreviated presentation on the FCC's New Service Rules for 700MHz. The voice channels have been moved down 1MHz. Some changes with the data and broadband components will probably not affect a lot of people right now, but in the long run, if you were looking to use 700MHz for broadband, hopes are dashed for that. They will allow some wideband data use in some of the voice channels and some of the Guard band channels. Some of the state voice channels can be used as well but we will be limited. The voice channels are still in place but have shifted and will have to be reprogrammed. The FCC put in place a reimbursement program for those agencies that have to reprogram. They will have to identify how many radios are on their system by end of August 2007, so they can file the certification with the FCC and get reimbursed. Some waivers will be allowed. Lt Hamilton further briefed on the future of an interoperable nationwide broadband system. He also briefly touched on some of the contents of the 350 page order issued from the FCC, and some of the controversies that exist.

Commissioner Hagen asked what the impact is to the public safety responders of not being able to transmit data. Lt Hamilton stated that what the FCC has done is they have just taken away the 700MHz component from us. The process of using air cards through various wireless vendors to get their data back and forth to the vehicles are also being used, and Ada County is currently looking at these possibilities. The FCC set aside some frequencies for public safety that they haven't touched so far; so mesh networks can be set up to still have broadband capabilities.

Dodie Collier at this time added further information on this subject and that the Chairman of the SIEC was going to prepare an impact statement for Idaho that will go up through the chain to the Governor's office and to the legislators also.

Commissioner Cronin presented a suggestion of the SIEC and the ECC having joint meetings; not separate from or in addition to, but incorporating meetings between the two. Chairman Nancolas stated that he had a feeling; after being interviewed by a research consulting organization that was hired by the State; that things were headed in that direction. He had the feeling the intent was, at some point in time; to combine the SIEC and the ECC into one Commission. Then Chairman Nancolas asked the Commission their feelings on this subject.

Commissioner Gainor commented that she thought it would be beneficial to have joint meetings, but combining the two into one is a different story.

Commissioner Wills agreed with Commissioner Gainor that this is two separate subjects, but that it has been out there and will be looked at this year to combine the two. He stated he thought it might be a good idea to have a joint meeting at least twice a year.

Commissioner Moore stated that 911 is one thing and 700 communications is whole other animal and he doesn't see it coming together, but he stated that he thought it a good idea to maybe have the SIEC and the ECC have their meetings on the same day, but separately; and then come together in a meeting of joint issues.

Commissioner Baker agreed with Commissioner Moore. She suggested that in light of the work needed to get the legislation passed; maybe it could be tried out in December.

MOTION: Commissioner Gainor moved and Commissioner Hagen seconded that there be some correspondence between the ECC Chairman and SIEC Chairman about having a joint meeting. At the December meeting, with more information, hopefully there will be an official motion at that time as to the direction this will go. The motion passed.

E9-1-1 Project Manager Report

Eddie Goldsmith, Statewide E911 Project Manager reported that he relocated to Boise last month. He worked with NASNA concerning the RFP for a project manager for developing a state 911 plan. The state is being directed a lot by the DOT who is going to control the \$43.5 million dollar grant, and so they are giving a lot of input on what they want to see in the state plan. They also want to see more State than Federal involvement in the 911 system. He stated that he will have more information after the NASNA Conference in Sacramento, during the last week in October. He also stated that his trip to the conference will be reimbursed by NASNA, which will free up some travel money if a member of the commission would be interested in attending the conference. Commissioner Cronin expressed the desire to attend.

MOTION: Commissioner Gainor moved and Commissioner Moore seconded that Commissioner Cronin attend the NASNA Conference. The motion passed.

Item in hand: Eddie presented a letter from the Sheriff of Elmore County requesting him to be the project manager for their 911 system installation. He stated he had no objection if the ECC had no objection.

Commissioner Wills stated that that he didn't have an issue but warned that a distinction be made that he is the state project manager and coordinator who helps local project managers. Care needs to be taken not to open a door to other county requests and overwhelm him with multiple projects outside his job description.

Eddie also stated that in preparation to the 43.5 million dollar grant funding; and according to the RFP; once a consultant is hired, they have 11 months to come back with a state plan. The grant will probably not be available until 18 months from now. Since it has been over a year, Eddie will go to all the 911 centers to re-verify all of their needs so when the time comes, there will be an exact accurate figure of what is going to be needed for each county.

Sub-Committee Reports

Legislative Subcommittee Report

Teresa Baker, Ada County Prosecutor's Office, distributed a copy of the draft of 2008 proposed legislative changes of the Idaho Emergency Communications Act. Also distributed was an ECC revenue projection analysis.

The goal is to establish a consistent funding mechanism. The proposal is to raise the current monthly fee of \$1 to \$1.25, taking one cent of the twenty four cent increase for ECC operation. The Counties will get back the 1% that they are currently paying for the Commission's operation. The remaining twenty four cents will go into a fund-grant which will provide funding to those organizations that do not have the money they need for E911 costs. We will be working to obtain support from the various association groups we all belong too and will then seek Legislative action to enact this. Comments and questions on this subject were open.

Commissioner Cronin stated that in recent years, she has sat on different interim committees', task forces, and groups that have dealt with the effect of a fixed surcharge or tax on a service or products and that over time, gets way out of whack. The conclusion of those committees come back to that, a percentage has a better survivability or longevity over time because they don't have to deal legislatively each time the base rate changes.

Commissioner Wills stated he thought it would make more sense to keep it as is. Justification is that everything increases; cost of operation and maintenance. It is a built in increase.

Commissioner Hagen asked for clarification on the percentages and for what. It was explained more in detail.

Commissioner Moore stated that the Chief's Association supports the 1% increase despite the rumors to the contrary. He also stated that someone needs to address the sheriffs Association in more detail of how this will work and answer their questions. Chairman Nancolas stated that he and Commissioner Baker will address the Sheriffs at their meeting in December.

Eddie Goldsmith expressed that there is an area on the 911 fee increase talking points paper that needs to be addressed. There are 31 counties out of 44 that are not enhanced to phase one and phase two because of the smaller population size. He stated that the .24 fee collected would correct the problem with the smaller counties. He further stated that even after everyone is up to phase two, the next issue will be next generation 911. This will leave every county, even the largest, financially strapped. Depending on grants only will not work. Commissioner Baker agreed that this information is needed to be added to the talking points, and asked Eddie to come up with some numbers for her.

"PSAP Standards" Subcommittee Report

Lynda Lyons, Ada County Sheriff's Office, reported the following: She commented that a county of 20,000 should be able to have approximately \$120,000.00 a year for annual maintenance so they should be able to sustain a system once it is up, if they are spending the money like they should be.

She briefed the Committee on last month's meeting. Concentration was on training and in particular, the four projects outlined that are going to try to be accomplished before the first of the year. There were 20 people in attendance, including three Sheriffs, from the eastern part of the State. There was a strong undercurrent of concern that the PSAP would mandate or dictate how they would train their dispatchers or what kind of training to institute. The PSAP committee would like to be removed from the politics and just work on getting the projects completed. Lynda asked the ECC for assistance to acquire access to a web site. The importance of this is for PSAP to be successful in implementing a statewide training program. Participation from the maximum amount of counties is needed. The ECC web site would be a great means of collecting information on ongoing projects. The long range plan would be for entry level training for 911 dispatchers and the capability for them to be able to take quizzes and get certifications. Eddie Goldsmith responds, stating that Mike Langrell on the military

side will be maintaining the ECC web site, and that he will get with him on the possibilities of what can be done to include PSAP. Right now, with the transition to the military side, the ECC does not have a web site.

Future Meetings:

The tentative meeting schedule for the next three months is:

November 8, 2007 (Gowen Field, Bldg 440)

December 6, 2007 (The actual date and place will be set during the November meeting)

January 3, 2008

Open Comment Period

Commissioner Wills brought up the subject of changing Eddie Goldsmith's job title from E911 Project Manager to E911 Program Coordinator.

Eddie Goldsmith agreed that the change would be helpful.

Commissioner Moore commented on how the present title came to be and that it should just take a letter from the military division to make the title change.

Commissioner Cronin stated that in support of what has been said, that the job classification is Project Manager but it is not unusual to have a different working title from the job classification.

Commissioner Gainor stated that this title change should ultimately default to the military division's policy.

Commissioner Baker agreed with Commissioner Gainor.

MOTION: Commissioner Moore moved and Commissioner Wills seconded that a letter should be generated to Col Shawver to make the request of changing Eddie's title to go along with what his responsibilities are. The motion passed.

Chairman Nancolas mentioned that he attended the Idaho Preparedness Conference in Coeur d'Alene and it was an eye opening experience for him. He put on two sessions regarding local government budgeting and how it works and he also had an opportunity to attend the State Comm session which was very informative. Dodie Collier commented on the good job Mayor Nancolas did at the conference.

Commissioner Wills recognized and introduced Pam Smith, a dispatcher from Pullman Washington, who was in attendance. Chairman Nancolas also had the other attendees introduce themselves.

Adjournment

MOTION: It was moved by Commissioner Moore and seconded by Commissioner Hagen to adjourn the October 5, 2007 Idaho Emergency Communications Commission meeting at 2:50 p.m. The motion passed.

Mayor Garret Nancolas, Chairman
Idaho Emergency Communications Commission

Teri S. York, Administrative Assistant
Military Division